

**UNIVERSAL FAMILY
LOCAL HUMAN RIGHTS COMMITTEE REPORT
Draft**

Date: Nov 28th, 2012

**Location: Interstate Corporate Center
6315 N. Center Drive, Building 20, Suite 249
Norfolk, VA 23502**

Committee Members Present:

**Adria Peterson-Pulley
Grace Washington
Dorothy Drummand
Barbara Johnson**

Committee Members Absent:

None

Human Rights Advocate:

Timothy Jones

CALL TO ORDER:

The meeting was called to order at 9:48 am by Chairperson Grace Washington.

OLD BUSINESS:

**The minutes for August 1st, 2012 were voted and approved by the committee.
The committee asked for any corrections to the agenda; Mr. Timothy Jones asked that
the Freedom of Information training be included in the schedule.**

New Business:

MR. TIMOTHY JONES' REPORT:

**Mr. Timothy Jones will be the new advocate for the LHRC. He indicated that he prefers
the quarterly reports to be faxed to his office. 757-253-7061 office, 757-253-5440 fax. He
also emphasized to providers that they must provide these reports to his office and the
committee members, at least two weeks in advance of the next scheduled meeting. All
questions in the reports should be answered thoroughly by the provider.**

**Quarterly Reports - Providers will be required to email/mail their quarterly reports to
the committee members, two weeks prior to the scheduled LHRC meeting. Any report
that contains identifying client information must be mailed to ensure client
confidentiality. Providing quarterly reports are considered part of maintaining
affiliation and part of the cooperative agreement with LHRC.**

**Both the fourth Quarter reports and Annual Reports will be due two weeks in advance
of the next meeting. Mr. Jones reminded everyone that by January 15th, their Annual
Seclusion and Restraints report is due to central office. Even if you had zero, please
mark it as zero and still submit.**

Incident reports must include the following;

Notifications must be sent within 24 hours to the office of human rights

Name of agency

Date reported

Any other agencies notified

Victim name, DOB

Name of Aggressor and DOB

Staff Name and Title

Incident date

What happened?

Who reported the allegation?

Date and name of Authorized Representative that was notified

Findings are due within 10 working days, and include:

Findings

Corrective Action Plan

Notice of Right to appeal date

When reporting a complaint, note if it is a formal or an informal complaint.

Change to reporting serious incidents and deaths: All serious incidents and death reports should be faxed to the central fax number; 1-804-692-0066

Committee Status- With the approval by the SHRC of the bylaws of reducing the committee size from seven (7) to five (5) the committee will have one consumer vacancy open.

All Committee Members:

Please verify your attendance for each meeting with Chris Handy.

Family Preservation Services: 455-8300 or email: chandy@fpscorp.com

Providers on the agenda to address committee:

Family Preservation Services would like to present a new safety program. The new program will be in effect May 2013. Ms. Isip discussed the new program and gave handouts to committee members. The committee did not receive the documents in advance of the meeting and requested Family Preservation make the presentation during the next scheduled meeting.

LHRC Business:

The LHRC voted to change the bylaws to decrease the size of the committee from seven to five members. The motion was voted and unanimously approved

At this time the LHRC is open for comment from the public:

No comments were forthcoming

****PROGRAM REPORTS ** Presented on Nov 28th, 2012**

CHESAPEAKE TREATMENT CENTER

Representative: Chris Fontana

License is current

There were 112 individuals served in this quarter

There was no report of restraints (include physical and medical) There was no report of abuse/neglect (to include cases alleged, pending or proven). There was no report of serious incidents/injuries/death.

CMJ POSITIVE CHANGE, LLC

Representative: Isalene Anderson: (757) 923-1200, 342-4183

Address: P.O. Box 241, Suffolk, Va. 23434

Their license is current

There were 6 individuals served in this quarter

There was no report of restraints (include physical and medical). There was no report of abuse/neglect (to include cases alleged, pending or proven). There was no report of serious incidents/injuries/death.

CROSSROADS FAMILY SERVICES II, LLC

Representative: Tonya Young: 393-5800 cell: 285-5562

Address: 2602 Lincoln Street, Portsmouth, Va. 23704

License is current

There were 15 individuals served in this quarter

There was no report of restraints (include physical and medical). There were no reports of abuse/neglect (to include cases alleged, pending or proven). There were no reports of serious incidents/injuries/deaths.

ESSENTIAL INDEPENDENT LIFESTYLES

Representative: Carolyn Bowman: (757) 409-2879 or (757) 487-7517

Address: 3012 Camelot Boulevard, Chesapeake, Va. 23323

Their license is current

There were 0 individuals served during this quarter.

There were no reports of restraints (include physical and medical). There were no reports of abuse/neglect (to include cases alleged, pending or proven). There was no report of serious incidents/injuries/death.

FAMILY PRESERVATION SERVICES, INC

Representative: Chris Handy (757) 455-8300

Address: 6315 North Center Drive, Suite 249 Norfolk, Va. 23502

License is current

There were 71 individuals served during this quarter

One reports of abuse or neglect. There was no report of restraints (include physical and medical). There was one report of abuse/neglect (to include cases alleged, pending or proven). There were no serious incidents/injuries/deaths. Requests a closed session

HINES HAVEN HEALTHCARE, (Columbia House Inc.)

Representative: Cheryl Hines (757) 393-1500 cell: (757) 286-6996

Address: 4500 Columbia Street, Portsmouth, Va. 23707

The license is current

There were 10 individuals served during this quarter.

There is no report of abuse/neglect (to include cases alleged, pending or proven). There is no reports of serious incident/injuries/death.

Peterson Family Care Center

Representative: Keisha Smith

Address:

License is current

There were 5 individuals served during this quarter.

There is no report of abuse/neglect (to include cases alleged, pending or proven). There is no report of serious incident/injuries/death.

PHELPS LLC

Representative: Latoya Corbin (757)589-9266

Address: 4552 Van Dyck Drive

Virginia Beach, Va 23456

There were 0 individuals served during this quarter.

There were no reports of restraints (include physical and medical). There were no reports of abuse/neglect (to include cases alleged, pending or proven). There was no report of serious incidents/injuries/death.

PREFERRED PROVIDER SERVICES, LLC

Representative: Renea Ballard: (757) 399-6363 or 537-0258

Address: 212 Maxwell Avenue, Portsmouth, Va. 23702

License is current

There were 2 individuals served during this quarter

There was no report of restraints (include physical and medical). There was no report of abuse/neglect (to include cases alleged, pending or proven). There was no report of serious incidents/injuries/death.

Shekinah Glory LLC

Representative: John Olukanni: 757-340-1010, 757-575-1334

Address: 3568 Farday lane, Virginia Beach, VA 23452

Seeking License;

There were 1 individuals served during this quarter

There was no report of restraints (include physical and medical). There was no report of abuse/neglect (to include cases alleged, pending or proven). There was no report of serious incidents/injuries/death.

STEPPING STONE FAMILY SERVICES, INC.

Representative: Antoinette Thornton 757-237-8460, 757-404-1900, 757-673-8117

Address: 212 Research Drive, Suite 102 Chesapeake, VA 23320

Their license is current until 10/31/ 2011, provisional license

Dues are current.

There were 10 individuals served during this quarter.

There were no reports of restraints (include physical and medical). There were no reports of abuse/neglect (to include cases alleged, pending or proven).

TAYLOR FAMILY HOMES, LLC

Representative: Dorothy Taylor: 471-1121, 510-7343

Address: 3568 Brannon Drive, Virginia Beach, Va. 23456

License permanent

There was 4 individuals served during this quarter

There was no report of restraints (include physical and medical). There were no reports of abuse/neglect (to include cases alleged, pending or proven). There were no reports of serious incidents/injuries/deaths.

TRUST COUNSELING

Representative: Maurice Cannon

There was 14 individuals served during this quarter

There was no reports of restraints (include physical and medical). There were no reports of abuse/neglect. There were no reports of serious incidents/injuries/deaths.

VOA/BAKER HOUSE

Representative: Gail McLemore 497-1900, cell 350-0227

Address: 5677 Herbert Moore Road, Virginia Beach, Va. 23462

Their license current

There are 12 individuals served during this quarter.

There was no report of restraints (include physical and medical). There is no reports of abuse/neglect (to include cases alleged, pending or proven). There were no reports of serious incidents/injuries/deaths.

EXECUTIVE SESSION:

A motion was made and passed ULHRC enter into Executive Session pursuant to Virginia Code Section 2.2-3711 (A) for the protection of privacy of individuals and their records in personal matters not related to public business, namely to review an physical abuse allegation with Family Preservation Services

EXIT EXECUTIVE SESSION:

Upon reconvening into public session, the chair shall state the following: The committee recommended to Family Preservation Services that supervisors should be aware of high needs clients and evenly distribute the workload/assignments of employee. This will ensure that the employee does not become overwhelmed by the demands of high needs clients. "Each member shall certify that to the best of their knowledge that matters only lawfully exempted from open meeting requirements and only such matters for the protection of the privacy of individuals and their records in personal matters not related to public business were heard, discussed, or considered."

Mr. Jones provided Freedom of information act training to the LHRC members.

ADJOURNMENT:

The meeting was adjourned by Grace Washington 11:35pm.

MEMO

To: All

From: Universal Family Local Human Rights Committee

Re: Meetings for the year

**Address: Interstate Corporate Center, Building 20,
6315 North Center Drive, Suite 249 Norfolk, Va. 23502**

Time: 9:30am

Dates:

Feb 6th, 2013

May 8th, 2013

Aug 7th, 2013